



**State of Alabama
Department of Mental Health
Central Purchasing
Solicitation**

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|--------------------------------------------|----------------------------------|-----------------------------------------------|
| Solicitation RFB 061 22000000608 | Document Phase Final | Document Description CHILLER/BOILER |
| Procurement Folder 1468902 | Creation Date 11/19/21 | Print Date 11/19/21 |

Request for Bids

CONTACTS

| Contact | Name | E-mail | Phone |
|-------------------|----------------|-------------------------------|--------------|
| Requestor: | Annette Waites | Annette.Waites@mh.alabama.gov | 334-353-7128 |
| Issuer: | Shanna Taylor | shanna.taylor@mh.alabama.gov | 334-242-3508 |
| Buyer: | Annette Waites | Annette.Waites@mh.alabama.gov | 334-353-7128 |

Bids will be accepted from: 11/19/21

to: 12/16/21 10:00 AM

Bids will be opened: 12/16/21 10:00 AM

TO BE COMPLETED BY VENDOR

Information in this section should be provided as appropriate. Bid Response must be in ink or typed with original signature and notarization.

1. Delivery: Can be made _____ days or _____ weeks after receipt of order.
2. Terms: _____ (Discounts are taken without regard to date of payment.)
3. Prices valid for acceptance within _____ days.
4. Vendor's quotation reference number, if any: _____ (this number will appear on the purchase order.)
5. E-mail address: _____ Internet Website: _____
6. General Contractor's License No: _____ Type of G.C. License: _____

Return invitation to bid:

Regular Mail

State of Alabama
Alabama Mental Health
Purchasing Office
P.O. Box 301410
Montgomery, AL 36130-1410

Courier

State of Alabama
Alabama Mental Health
Purchasing Office
100 N. Union St. Suite 570
Montgomery, AL 36104

Signature and Notarization Required

I have read the entire bid and agree to furnish each item offered at the price quoted. I hereby affirm I have not been in any agreement or collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding.

Sworn to and

VSS Vendor Number

Authorized Signature (Ink)

Subscribed before me this

Company Name

Type/Print Authorized Name

Day of _____

Mail Address

Title

Notary Public

City, State, Zip

Toll Free Number

Term Expiration:

Phone Including Area Code

Fax Number

COMMODITY INFORMATION

| | | | | | |
|-------------------------------|--------------------------------------------|--------------------|---------|-------------------|------|
| Group: | 1 Default Commodity Group | Line: | 1 | Line Type: | Item |
| Commodity Code: | 91036 | Quantity: | 1.00000 | | |
| Commodity Description: | Heating, Air Conditioning, and Ventilation | Unit: | Month | | |
| Extended Amount: | | Unit Price: | | | |
| Preferred Vendor: | _____ | | | | |
| Extended Description: | _____ | | | | |

MAINTENANCE, CHILLER / BOILER SYSTEM FOR TAYLOR HARDIN SECURE MEDICAL FACILITY

Heating, Air Conditioning, and Ventilation Maintenance, Repair and Installation Services

SHIPPING AND BILLING

Shipping

ADMH- Central Office
100 N Union
RSA Union Building
Montgomery, AL 36130

Delivery Date:

Billing

ADMH- Central Office
100 N Union
Montgomery, AL 36130

Delivery Type:

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AUTHORITY:

The Department of Mental Health, an agency of the State of Alabama, makes purchases under the authority granted in Acts 1965, No. 881, Acts 1984, No. 84-242, and in accordance with the State of Alabama Bid Laws, specifically Code of Alabama 1975, Section 41-16-20.

AWARD:

The Department of Mental Health reserves the right to: (1) award bids on an “all or none” basis; (2) award bids on an “item by item” basis, unless otherwise specified by bidder; (3) waive any informality in bids; (4) reject any and all bids.

BID RESPONSE INSTRUCTIONS:

In order to submit a responsible bid, bidder must read and follow all instructions, terms, conditions and specifications.

1. Bid envelope(s)/package(s)/box(es) must be identified with the bid number and opening date. Each individual bid must be submitted in a separate envelope. Responses to multiple bid numbers submitted in the same package that are not in separate envelopes and properly identified will be rejected. The Department of Mental Health does not assume responsibility for late bids for any reason including those due to postal or courier service. Bid responses must be in the Department of Mental Health Office of Contracts and Purchasing prior to the “close date and time” indicated on the bid.
2. Bid responses must be in ink or typed on this document, or replicated in the exact format. Signatures must be handwritten originals in ink or the bid will be rejected. Unless indicated in the bid, all price pages must be completed and returned. If an item is not being bid, identify it as N/B (no bid). Pages should be secured. The Department of Mental Health does not assume responsibility for missing pages. Faxed/ emailed bid responses will not be accepted.
3. The unit price always governs regardless of the extended amount. A unit price change must be initialed by the person signing the bid or that line will be rejected. Price changes include but are not limited to cross-out, strike-over, ink-over, white-out, erasure, or any other method changing the price.
4. The Department of Mental Health requires an original and a minimum of two exact copy signed, notarized bid to include any required addendum(s) and documentation. The original and the copy should be submitted together as a bid package.

BID REJECTION:

Bidders shall not place any qualifications, exceptions, conditions, reservations, limitations, or substitutions in their bid concerning the contract terms and conditions. Any such qualifications, exceptions, conditions, reservations, limitations, or substitutions shall result in rejection of bid.

Bids that are improperly submitted or received late will be documented for record will not be returned nor will bidder be notified.

The following is a partial list whereby a bid response will be rejected:

- Bid number not on envelope/package/box
- Bid response with multiple bid numbers in same envelope not properly identified
- Bid responses received late

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- Bid response not signed/not original signature
- Bid response not notarized/not original signature of notary/or notary expiration
- Bidder notarized own signature
- Required information not submitted with bid response
- Failure to submit the original bid and two copies
- Bid response received from non-subscribed/expired vendor

Beason-Hammon Alabama taxpayer and Citizen Protection Act (Act 2011-535 and as amended Act 2012-491)

As a condition for award of this bid, the vendor acknowledges the following:

“By signing this contract, the contracting parties affirm, for the duration of any agreement that they will not violate federal immigration law or knowingly employ, hire for employment, or continue to employ an unauthorized alien within the State of Alabama. Furthermore, a contracting party found to be in violation of this provision shall be deemed in breach of the agreement and shall be responsible for all damages resulting therefrom.”

Verification of enrollment in the E-verify program will be required prior to any award to a vendor who employs one or more employees within the State of Alabama. E-verify documentation should be identified with the bid number and the buyer name. Failure to provide documentation within five (5) calendar days of notification will result in the rejection of your bid. To enroll in the E-verify program visit www.dhs.gov/e-verify.

CERTIFICATION PURSUANT TO ACT No. 2006-557:

Alabama Law (section 41-4-116, Code of Alabama 1975) provides that every bid submitted and contract executed shall contain a certification that the vendor, contractor, and all of its affiliates that make sales for delivery into Alabama or leases for use in Alabama are registered, collecting and remitting Alabama state and local sales, use and/or lease tax on all taxable sales and leases in Alabama. By submitting this bid, the bidder is hereby certifying that they are in full compliance with Act No. 2006-557, they are not barred from bidding or entering into a contract pursuant to 41-4-116, and acknowledges that the awarding authority may declare the contract void if the certification is false.

MINORITY VENDOR INFORMATION:

Information and assistance to minority and women-owned businesses in acquiring M/WBE certification may be obtained from the Office of Minority Business Enterprises at www.adeca.alabama.gov.

STANDARD TERMS AND CONDITIONS

VENDOR REGISTRATION AND SUBSCRIPTION FEE:

Vendor may receive bid notices by registering at the State of Alabama vendor self-serve (VSS) portal, Hyperlink: “<https://procurement.staars.alabama.gov>”. Vendors wishing to respond to bids must be subscribed. Bid responses will not be accepted from non-subscribed vendors. Once registered you may subscribe by clicking the “pay subscription fee” tab at the top of the VSS home page. Payments must be made by credit or debit card. Vendors should provide their VSS assigned number on all bid responses. A vendor’s subscription must be maintained throughout the term of an awarded contract to include renewal periods.

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INTENT TO AWARD:

The State of Alabama Department of Mental Health will issue an “Intent to Award” before the final award is made. The “Intent to Award” will continue for a period of five (5) calendar days, after which the award will be final provided there are no protest. Upon final award, all rights to protest are forfeited. A detailed explanation of this process may be reviewed in the Alabama Administrative Code – Chapter 355-44(14).

ALTERNATE BID RESPONSES:

Unless stated elsewhere in this Invitation-to-Bid (ITB) the Dept. of Mental Health accept and evaluate alternate bid submittals provided the response meets all bid requirements. Alternates will be considered. When alternate brands and/or product numbers are bid, adequate specifications for evaluation must be submitted with the bid. Final determination as to equal quality of alternate will always be made by the receiving authority.

INTERNET WEBLINKS:

Internet and/or website links will not be accepted in bid responses as a means to supply any requirements stated in this ITB.

SALES TAX EXEMPTION:

Pursuant of the Code of Alabama, 1975, Title 40-23-4(A), the State of Alabama is exempt from paying sales tax. An exemption letter will be furnished upon request.

FOREIGN ENTITIES – CERTIFICATE OF AUTHORITY:

Alabama Law provides that a foreign entity (out of state company/firm) as identified in Section 10A-1-7.01 Code of Alabama 1975, not otherwise exempted by Section 10A-17.02 Code of Alabama Section 1975, may not transact business in the State of Alabama until it obtains a Certificate of Authority from the Secretary of State. To obtain forms for a Certificate of Authority, contact the Secretary of State, Corporate Division, (334) 242-52324. The Certificate of Authority does not prevent the vendor from submitting a bid.

BOYCOTT:

“Pursuant to Act 2016-312, the contractor hereby certifies that it is not currently engaged in, and will not engage in, the boycott of a person or an entity based in or doing business with jurisdiction with which this state can enjoy open trade.”

PRODUCT DELIVERY, RECEIVING AND ACCEPTANCE:

In accordance with the Uniform Commercial Code (Code of Alabama, Title 7), after delivery, the State of Alabama has the right to inspect all products before accepting. The State will inspect products in a reasonable timeframe. Signature on a delivery document does not constitute acceptance by the State. The State will accept products only after satisfactory inspection.

FREIGHT:

Bid is F.O.B. destination. Any freight charges must be included in the bid prices. Do not include freight as separate line item. The vendor must assume all responsibility for damage in transit.

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INVOICES:

Vendor understands and agrees that it has an affirmative duty to submit invoices accurately and on time. For purposes of this contract, this means that vendor shall submit all invoices by the fifth (5th) day of each month (or the next business day if the fifth falls on a weekend or State holiday) following the rendering of services or product that is required by this contract.

ALABAMA PREFERRED VENDOR:

A 'Preferred Vendor' shall be a person, firm, or corporation that is granted priority by meeting all of the following criteria as established by Section 41-16-20, Code of Alabama, 1975

Priority 1. Produces or manufactures the product within the State.

Priority 2. Has an assembly plant or distribution facility for the product within the State.

Priority 3. Is organized for business under the applicable laws of the State as a corporation, partnership, or professional association and has maintained at least one retail outlet or service center for the product or service within the State for not less than one year prior to the deadline date for the competitive bid.

Preferred vendor status must be indicated on the pricing page(s) of your bid in order to be considered for preferred vendor preference. By signing this bid, you affirm that the item(s) indicated meet all three criteria of a preferred vendor.

Bid item(s) meeting the criteria of preferred vendor where pricing is within 1% of the lowest compliant bid may be considered for award by the awarding authority.

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DEPARTMENT OF MENTAL HEALTH HEATING AND AIRCONDITIONING SYSTEM MAINTENANCE

The purpose of this bid is to establish a contract for Heating and Air Conditioning System Maintenance between the Department of Mental Health (DMH) and Contractor.

The Contractor shall furnish all labor, equipment, materials, parts, and components to maintain the heating and air conditioning system at Taylor Hardin Secured Medical Facility in first class working condition in accordance with the highest standards or workmanship.

The contract shall be for two years with an option to issue a third, fourth and fifth contract under the same pricing, terms and conditions if requested by DMH an agreed upon by Contractor.

The contract may be terminated due to lack of funds or may be cancelled upon 30 days written notice by either party.

The Department shall be invoiced at Facility and paid monthly in arrears.

The Contractor's primary business shall be that of supplying, testing, and servicing large heating and air conditioning systems and have full-time personnel available to the Department. Contractor shall be familiar with and able to service heating and air conditioning and temperature control systems.

The Department reserves the right to amend the contract to add or delete equipment should need arise during the term of the contract.

TAYLOR HARDIN SECURE MENICAL FACILITY – 1301 JACK WARNER PKWY.
TUSCALOOSA, AL

EQUIPMENT:

CENTRAL UTILITIES BUILDING

150 TON York SN #SCKM370820 Model #YSBABASOCFE
150 TON York SN #SCKM370720 Model #YSBABASOCFE
140 TON COOLING TOWER EVAPCO MODEL #AT1976
140 TON COOLING TOWER EVAPCO MODEL #AT1976
7.5 HP AURORA CONDENSER WATER PUMP & MOTOR MODEL #3344-A-BF
7.5 HP AURORA CONDENSER WATER PUMP & MOTOR MODEL #3344-A-BF
25 HP AUORA CHILLED WATER PUMP & MOTOR MODEL #334-A-BF
¼ HP SPEEDAIRE 5UZ87 REFRIGERATED AIR DRYER
TWO (2) CHEMICAL WARER TRESTMENT SYSTEMS
COMPLETE PNEUMATIC TEMPERATURE CONTROL SYSTEM
TWO (2) A.O SMITH WATER HEATER (GAS) MODEL #BTH199300
TWO (2) 10 HP AURORA FEED WATER PUMPS TYPE 3344
TWO (2) LOCHINVAR ARMOR WATER HEATERS MODEL ANW199PM
DUPLEX AIR COMPRESSOR 3 HP SPEEDAIRE MODEL 5Z702A

MAIN BUILDING AIR HANDLERS UNITS:

AHU #1 - 7.5 HO YORK MODEL #CS156
AHU #2 – 3 HP YORK MODEL #CS50
AHU #3 – 5 HP YORK MODEL #CS156
AHU #4 – 5 HP YORK MODEL CS74
AHU #6 – 5 HP YORK MODEL #CS156
AHU #7 – 5 HP YORK MODEL #CS156
AHU #8 – 7.5 HP YORK MODEL #CS217
AHU #9 – 7.5 HP YORK MODEL #CS217
AHU #10 -2 HP YORK MODEL #CS50

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- FOURTEEN (14) 400 CFM EACH FAN COIL CEILING UNITS YORK MODEL #CCHP0431S-2
- FOURTEEN (14) 600 CFM EACH FAN COIL CEILING UNITS YORK MODEL #CCHP0431S-2
- COMPLETE PNEUMATIC TEMPERATURE CONTROL SYSTEM
- TWO (2) DOMESTIC WATER HEATERS (LAUNDRY & KITCHEN)
- THREE (3) MITSUBISHI ELECTRIC SPLIT SYSTEM MR. SLIM MODEL #PKA-A18HA7-G
- ONE (1) TRANE/AMERICAN STANDARD 5 TON AIR CONDITIONING/HEATING UNIT INSIDE MODEL#TEM4A0C60S51SBA OUTSIDE MODEL #4A6C4060A3000AB
- ONE (1) GREENHECK ENERGY RECOVERY UNIT WITH PACKAGED DX MODEL #RECH-90-30L-CW-HW-01

All locations within Taylor Hardin Secure Medical Facility:

Ventilating fans (41) including: smoke removal exhaust fans, exhaust and supply fans. Service will begin at the interface point on the fire alarm system and include any dampers, controls and linkages. These fans, controls, dampers and linkages will be tested and serviced annually and repaired as needed.

Dampers and fire dampers interfaced with the HVAC System in the mechanical rooms and central utilities. Service for five dampers will begin at the interface point on the fire alarm system and include the dampers, control and mechanical linkages. These dampers, fire dampers, controls and mechanical linkages will be tested and serviced annually and repaired as needed.

Cooling unit in mechanical room 5 where the fire alarm panel is located.

- FOUR (4) GYM ROOF 5 TON PACKAGE AIR CONDITIONING UNITS CARRIER MODEL #50TF006-6
- LAUNDRY ROOF 5 TON PACKAGE AIRCONDITIONER UNIT TRANE MODEL #TSC060A3E0A2F
- ONE (1) TRANE/AMERICAN STANDARD 5 TON AIR CONDITIONING/HEATING UNIT INSIDE MODEL #GAM5BOC60M51EAA OUTSIDE MODEL #4TWA3060B3000AA

Service to be provided:

A. The contract shall cover all scheduled and emergency preventative maintenance inspections. Within thirty (30) days after receipt of contract award, the contractor shall complete the first inspection at THSMF. Thereafter, Contractor shall make and follow a regular systematic preventative maintenance schedule as follows for the contract period.

B. Each inspection visit shall include but not limited to the following preventative maintenance task as scheduled.

- M = Monthly
- Q = Quarterly
- S = Semi-Annually
- A = Annually

1. COMPRESSOR

- Change Oil.....A
- Change Oli Filter.....A
- Check PRV Linkage for Tightness.....S
- Inspect Vane Motor and Shaft.....M
- Lubricate Vane Shaft Bearings.....M
- Change Refrigerant Filter.....M

2. COMPRESSOR MOTOR

- MEG Windings and Leads.....A

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- Grease Bearings.....M
- Inspect Motor Starter Contacts.....M
- Inspect Motor Starter Dashpots.....M
- Check Operations of Motor.....M

3. CONTROL CENTER (CHECK AND CALIBRATE)

- Safety Cut Off Points.....M
- Operating Control Points.....M
- Indicator Light Operations.....M
- Gauge Accuracy.....M
- Control Panel Electrical Connections.....M

4. PURGE UNIT

- Clean Foul Gas Strainer.....A
- Clean Check Valves.....A
- Clean Solenoid Valve.....A
- Check Control Operating Point.....M
- Change Filter Drier.....A
- Check Operation of Purge.....M

5. OIL RETURN SYSTEM

- Change Filter Drier.....A
- Clean Eductor Nozzle.....A
- Clean Dirt Leg.....A
- Confirm Solenoid Valve Operation.....M
- Check Operation of system.....M
- Log Oil Pressure.....M

6. COOLER

- Check Water Flow.....M
- Check Flow Switch Operation.....M
- Check Refrigerant Level.....M
- Perform Eddy Current Test.....A
- Log Chilled Water ENT/Chilled Water LVG (DEG.F).....M
- Log Evaporator Suction Pressure.....M

7. CONDENSER

- Check Water Flow.....M
- Check Flow Switch Operation.....M
- Inspect Front and Back End Sheets for Corrosion.....S
- Perform Eddy Current Test.....A
- Log Cond. Water Enter/Cond. Water LVG (DEG>F).....M
- Log Condenser Water H.D. Pressure.....M

8. STARTER

- Confirm Dashpot Settings.....M
- Confirm Overload Settings.....M
- Check Wire Connections for Tightness.....M
- Check Contacts.....M
- Check Operation of Starter.....M

9. SYSTEM

- Pressurize System.....A
- Leak Check.....A
- Record Operating Conditions.....M
- Discuss Operation of Unit with Operator.....M
- Start Unit.....A
- Perform Oil Analysis.....A

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-Perform Refrigerant Analysis.....A

10. COOLING TOWERS AND PUMPS

-Check Fans and Impeller Rotation.....M
- Lubricate Fans.....M
-Check Fan Motor Brackets for Tightness.....M
-Check Fill in Cooling Towers.....M
-Check By-Pass Valve Operation.....M
-Check and Calibrate Cooling Tower Controls.....A
-Check Overall Cooling Tower and Pump Operations.....M
-Check Operation of Safety 'Shut0ffs'.....M
- Lubricate Pumps.....M
-Remove all Debris from within and Around Cooling Tower and Flush...M

11. TEMPERATURE CONTROL SYSTEM

-Calibrate and Check Room T'Stats in all Bldgs.....S
- Calibrate and Check Controllers and Transmitters.....S
-Check Automatic Control Valves.....S
-Check Refrigerated After Cooler and Change Filter.....S
-Check Pressure Reducing Station.....S
-Check Dampers.....S
-Check Safeties.....M

12. WATER TREATMENT (BOILER AND A/C SYSTEMS

-Check, Test and Adjust all Chemical Bleed and Feed Equipment for Proper Operation.....M
-Test the system Water for Proper Bleed Rate and Treatment Levels.....M
-Check System for Evidence of Corrosion, Algae Growth, Scale or Slime.....M
-Furnish and Maintain all Additional Feed or Bleed Equipment Required To properly Administer Chemicals.....M
-Supply Monthly Records Certifying that Chemicals are in Proper Concentration and that the PH and suspended Solids PPM's are at Suitable Levels.....M
-Instruct Facility Personnel on Daily Operation Requirements and Maintain Adequate Quantities of Chemical on Premises for Proper Daily Treatment...M
-Check and Adjust Chemicals in Closed Loop System.....M

13. AIR DRIER

-Check Refrigerant Pressure.....M
-Check Refrigerant Temperature.....M
-Check and Clean Condenser and Cover Grills.....M
-Check Drain Trap and By-Pass Valves.....M

14. PUMPS

-Tighten all Nuts and Stud Bolts.....M
-Check Motor Mounts, Realign as Required, Replace Worn Shaft Couplings.....M
-Inspect Electrical Connections and Contactors.....S
- Lubricate Pump and Motor.....M
-Purge and Check GPM Flow and Head Pressure.....A
-Check and Exercise all Hand Valves.....S

15. AIR HANDLING UNITS

-Clean Dust, Dirt, and Grease from Unit.....Q
-Inspect Belts and Replace if Needed. Multi-Belts be Replaced in Matched Sets. Check for Proper Tension.....Q
-Check Bearings for Wear and Alignment.....Q
-Grease Bearings.....Q

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-Inspect Pulleys for Wear and Alignment.....Q
 -Check Motor and Fan for Noise and for Vibrations.....Q
 -Inspect and Clean Dampers, Control Cylinders and Linkage.....Q
 -Inspect all Electrical Connections.....Q
 -Inspect Coils for Cleanliness: If Dirty Clean.....Q
 -Check Coils for Water Leaks.....Q
 -Replace Filters – MERV5-6.....Q
 -Inspect Starters and Connectors.....Q
 -Inspect and Clean Reheat Coils in Duct.....Q
 -Clean Drain Pan and Pipe, Flush if Needed.....Q
 -Check Units and Piping for Water Leaks.....Q
 -Check Mechanical Room for Cleanliness.....Q
 -Furnish and Replace Purafil Filter Media.....Q

16. AIR COMPRESSORS

-Drain Tank and Inspect Traps.....S
 -Change Oil and Air Filter.....Q
 -Check Oil Pressure.....M
 -Check Belts and Sheaves.....M
 -Check Suction Filters.....Q
 -Check all Operations of Unloaders and Check Valves.....M
 -Check High Pressure Safety Valves.....M
 -Check Motor Operating Conditions Including AMS and Lubricate.....M
 -Check PE Switch and Starter.....M
 -Record Compressor Run Time.....M

17. CONTROL CENTER SYSTEM

-Check Safety Points to be Sure That Safety Cut-Outs are
 Set Correctly.....M
 -Check all Indicator Lights.....M
 -Check Gauge for Accuracy and Insure Wire Connections are Tight.....M

18. BOILERS

-Inspect Fire Side of Boiler and Record Condition.....A
 -Brush and Vacuum Soot and Dirt from Flites and Combustions
 Chambers.....M
 -Inspect Fire Brick and Refractory for Defects.....A
 -Inspect Boiler Pressure Vessels for Leaks.....S
 -Disassemble, Inspect, and Clean Low Water Cut-Offs.....S
 -Inspect Hand and Automatic Valves and Feed Water Equipment.....S
 -Inspect, Clean and Lubricate the Burner and Combustion
 Control Equipment.....S
 -Inspect and Record Burners Sequence of Operation and Combustion
 Air Equipment.....M
 -Inspect Fuel Piping for Leaks and Proper Support.....A
 -Inspect and Adjust Auxiliary Equipment Operation.....S
 -Inspect Boilers and Burner and make all Adjustments as Required.....M
 -Inspect and Repair/Replace Boiler Tubes as Required.....A
 -Test Low Water Cut-Off and Pressure Relief Valves.....M
 -Test Water Chemical Treatment.....M
 -Perform Manufacturer's Recommended Combustion Test and
 Adjust for Maximum Efficiency.....M

19. DOMESTIC HOT WATER AND TREATMENT CONTROL SYSTEM

-Service in Accordance with Manufacturer's Instructions.....M

20. ALL OTHER SYSTEM COMPONENTS

-Service in Accordance with Manufacturer's Instructions.....M

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C. During the inspection visit, the contractor shall perform all recommended preventative maintenance task and make all repairs to Heating and Air Conditioning Systems as required to maintain the systems in first class working condition in accordance with the highest standard of workmanship.

D. Contractor shall furnish a complete report after each visit to the Facility. This report will detailed actual work performed, required maintenance procedures accomplished with the respective tasking sheets, and/or reporting of all trouble calls with work performed and any additional work required and when the respective work will be completed. If necessary and of a critical nature, the Facility Maintenance Engineer or Representative will be located and the situation discussed prior to the Technician leaving the site.

E. The Contractor shall record overall system operating conditions after completion of inspection to establish a "comparison log" that can be consulted throughout the cooling season.

F. Regularly scheduled, quarterly reviews of system status will be performed with Facility Maintenance Engineer or Representative. This shall be followed up with documentation on the overall status of the system, open and required repairs, additional work that is needed and schedules of when the work will be completed.

G. An inspection report shall be completed for each inspection visit in quadruplicate. Copies shall be signed certifying that preventative maintenance tasks were performed in accordance with manufacturer's instructions and that systems are in good working condition. A copy shall be left with Facility's Engineering Department.

H. In case of emergency, emergency call-back service shall be provided within one and one-half (1 ½) hours maximum time limit. Emergency shall be reported by telephone from the Facility's Engineering Department. This call-back service shall be rendered at any hour of the day of the week as requested, and all labor and materials shall be furnished to repair Heating and Air Conditioning Systems at no extra charge to the Department.

I. The Contractor shall furnish all labor and materials required to repair any damage to heating and air conditioning systems caused by lightning. The Department's property insurance covers lightning damages. Department shall reimburse the Contractor the amount paid by the insurance company. It shall be the Contractor's responsibility to provide documentation of proof of all lightning damage for insurance claims.

J. Work required in the performance of contract shall be performed during the Facility's regular administrative working hours. The Contractor shall notify the Facility's Engineering Department forty-eight (48) hours in advance as to the date of the contemplated inspection. Upon visiting the facility for inspection purposes, the Contractor shall report to the Facility Engineering Director. Upon the completion of the inspection, the Contractor again shall report back to the Engineering Director or Designee.

K. On each inspection visit or emergency call-back, the Contractor shall repair or replace all inoperative heating and air conditioning system components as required to place the existing system back into first class working condition.

L. The Contractor shall carry in stock an inventory of most commonly used service and repair parts to avoid rescheduled downtime.

M. Contractor shall furnish for all equipment listed in the special terms and conditions: all supplies including but not limited to refrigerants, oils, lubricants, chemicals, and replaceable components or parts such as filters, valves, strainers, electrical components, pumps, compressors, motors, air compressors, control systems parts and components, belts, pump couplings, motor starter, gauges, flow switches, solenoid valves, check valves, cooling tower parts and components, temperature control system parts and components, air drier parts and components, air handler unit parts, coils and components, pump parts and components, boiler parts and components, domestic hot water and temperature control system

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components, and all other equipment parts, components, and labor required to maintain existing heating and air conditioning system.

NOTE: Isolation valves associated with the equipment listed in this specification and necessary pipe and pipe fittings are to be maintained under this contract.

Contractor shall not be responsible for repair of chilled water, hot water, or steam piping. Contractor shall not be responsible for any piece of HVAC equipment in total, which is beyond its expected useful life as specified by ASHRAE Standards and has suffered terminal failure due to metal fatigue in the coils, tube rupture inside the chilled water barrels on the chillers, and cabinet failure due to corrosion or metal fatigue. Units beyond their expected life, which are in sound condition, shall have failure items such as compressors, fan motors, contactors, etc. replaced at Contractor's expense. Sound condition meaning no reoccurring refrigerant leaks in coils, steam leaks in steam coils or water leaks in water coils. The unit cabinets are solid with no panels rested through or fatigue cracks due to vibration. Water coils are cleanable and provide adequate heat transfer to affect a 10 degree delta A across the water side and produce 55 degrees – 58 degrees air after cleaning. DX coils are cleanable with fins in good condition.

N. The Contractor shall furnish answering service telephone numbers, home phone numbers, and office phone numbers of service technicians and a list of qualified service technicians under this contract within five (5) days of award of contract.

O. The Contractor shall perform "in service training" for all heating and air conditioning technician personnel for all phases of plant operations. The Contractor shall furnish all materials required for this training including video equipment and tapes/cd's. all training schedules shall be coordinated through the facility Engineering Department.

P. The Contractor shall analyze each heating and air conditioning system, furnish all chemicals and adjust chemical feed equipment to provide the dosage rates for the individual chemical products to maintain the following tolerances within the boilers and the condensate lines.

| | |
|-------------------------------------|--------------------|
| PH..... | 10.5 – 11.5 |
| PHOSPHATE..... | 30 – 60 PPM |
| ALKALINITY, HYDROXIDE, AS CACO..... | 300 – 600 PPM |
| TOTAL SOLIDS..... | LESS THAN 3500 PPM |
| SUSPENDED SOLIDS..... | LESS THAN 500 PPM |
| SILICA, AS SIO..... | LESS THAN 100 PPM |
| SULFITE, AS SO..... | 30 – 60 PPM |
| CHLORIDES, AS CI..... | 100 – 120 PPM |
| PH, CONDENSATE RETURN LINES..... | 7.8 – 8.5 |

Q. Chemical compounds used for water treatment of boilers shall be formulated within FDA or other applicable Governmental guidelines.

R. Service Representative for boilers shall be employed to work primarily in the field of water chemical treatment of boilers.

S. Contractor shall have a Service Representative with portable laboratory to test equipment once per week until mutual agreement is reached that water chemical treatment of boilers is stabilizes. Thereafter, the Service Representative shall make regular service calls.

T. Contractor shall have access to completely equipped laboratory. Laboratory shall be capable of performing deposit and water analysis. All analysis for the Department shall be performed within ten (10) working days after receiving raw samples. The completed analytical report shall be signed by the Laboratory Chemist and forwarded to the Facility on a monthly basis

U. Contractor shall furnish the Facility with field water chemical treatment testing kits and instruct Facility Boiler Personnel in proper testing procedures and proper handling of water chemical treatment. Training shall be provided on the job site of the Facility. Contractor shall furnish all material required for

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training including video equipment and tapes/cd's. All training schedules shall be coordinated through Facility's Engineering Department.

V. Contractor shall be available to assist in the startup of the water chemical treatment program.

W. All equipment and appurtenances shall be bid as "as is" basis. There shall be no previous year exception to faulty equipment. The successful bidder accepts on an "as is" basis, total responsibility beginning on the first day of the contract. The successful bidder must perform specifications as written during the contract period. If the Contractor does not perform the work as specified, the Department shall notify the Contractor in writing of the deficiencies. The Department may cancel the contract if the contract deficiencies are not remedied within thirty (30) days following written notice.

SPECIAL CONDITIONS:

A. Contractor agrees to furnish within ten (10) days of receipt of award proof of insurance coverage. Contractor agrees to furnish and maintain comprehensive liability insurance in the amount of 1,000,000 per occurrence; professional liability insurance in the same amount per occurrence/aggregate \$3,000,000. Contractor shall provide vehicular insurance for all contract employees and coverage must include vehicles used for business purposes. The Contractor will be responsible for damage to Facility property which may be done by him or anyone in his employ while executing the contract.

B. It is expressly understood that Contractor, as an independent consultant, is responsible for providing the necessary time render the above services in a professional manner and for the related taxes to include, but not limited to FICA, Federal and State Income Taxes, and Worker's Compensation. The Department shall not be responsible for any taxes or related items.

C. The Contractor agrees to procure and maintain while the contract is in effect, Workmen's Compensation and Employers Public Liability Insurance in accordance with the laws of the State of Alabama. The policy shall provide coverage for public liability limits of no less than the amounts required by law.

D. It is understood that all books, records, accounts, and other documents of the Contractor are open to inspection by representative of the State of Alabama, Department of Examiners of Public Accounts.

E. Contractor (or the employee of a Contractor in the case of a corporation) shall not be subject to the provisions of, nor entitled to the benefits of the State Merit System Law.

F. Payment of services rendered shall be made monthly after completion of each inspection visit. Contractor shall submit invoice with inspection report to the Facility Engineering Department.

G. Contractor shall not subcontract any portion of the contract without prior written approval of the Department.

H. Contractor/Company shall have a minimum of five (5) years in business with corresponding experience in the service and maintenance of the complete range of HAVC equipment.

I. Contractor shall have all necessary and required licenses, permits and business license to conduct HAVC business in the State of Alabama. Contractor shall make a site visit (see bid requirements).

J. Contractor shall provide proof of qualified Technicians certified to work on Centrifugal Chillers, Air-Cooled Chillers, Cooling Towers, PIU Systems, VAV Systems. A listing of those qualified Technicians and their respective certifications will accompany the bid.

K. Contractor shall provide proof of a minimum of four (4) similar facilities where HAVC service is being provided and included in the bid documents. This listing shall include facility, contact, phone number and other data that is relevant to maintenance performed.

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L. Contractor shall have a minimum of five (5) years of service and maintenance experience in electronic and digital controls. Particular requirements will include Barber-Coleman 8000 System, Trane Tracer, Summit System and Honeywell Excel System. Documentation shall be included with the bid.

M. Contractor shall be completely capable of providing computer-generated, in-depth maintenance/service tasking for each piece of the HAVC System. This tasking shall include specific service task descriptions that are relative to each unit of equipment, task types, actual time allocations for each task, and, and intervals for the tasking assignment. This tasking procedure will be in conjunction with the maintenance standards that are included in the proposal documents.

BID REQUIREMENTS:

Site visits are required. Before submitting a bid, the Bidder shall carefully examine the documents, visit the site, and observe the nature and visible conditions, and shall accept the site as found.

Mandatory Site Visit

Dec. 1, 2021 1301 - Jack Warner PkWay, Tuscaloosa, AL 35404

Bob White (205) 507-8292 or (205) 393-0860c

Each Bidder by making bid, represents that he has read and understands the bid documents, and that he has visited the site and is familiar with all local conditions affecting maintenance service.

Questions regarding this specification must be posted in STAARS and must be received by Dec. 9, 2021.

To offer a bid for provision of heating and air conditioning system maintenance, on the price sheet provide the monthly service charge for the facility listed.

E VERIFY:

Contractor understands that Contractor shall provide a complete copy of the E-verify Memorandum of Understanding (MOU) which is generated when the business entity or employer enroll in the program bearing the number assigned to the MOU by Homeland Security; establishing that the business entity has registered to participate and will actively participate in the E-verify for the duration of the contract, and shall verify every employee who is required to be verified according to the applicable Federal rules and regulations.

Bid must be signed and notarized. Original and two copies